

DEPARTMENT OF MOTOR VEHICLES**Motor Carrier Division**

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SACRAMENTO, CA 94232-3450
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September 10, 2007

Dear Motor Carrier:

This letter contains important information regarding the implementation of Unified Carrier Registration (UCR), which replaced the Single State Registration System January 1, 2007. Please take a moment to review this important information, as compliance with UCR is required in most states.

The UCR Program requires individuals and companies that operate commercial motor vehicles in interstate or international commerce to register their business with a UCR participating state and pay an annual fee based on the size of their fleet. The UCR fee structure is as supplied on the attached UCR application.

California is not participating in the UCR Program for the 2007 registration year, but California based motor carriers are still subject to the requirements. In order to comply you are required to select a base state participating in the UCR Program. Item "D" on the attached Instruction Sheet for UCR Carrier Registration, provides information that will assist you in selecting the base state in which you should register for 2007. California is scheduled to join the program sometime in 2008.

The Federal Motor Carrier Safety Administration is recommending that carriers register under UCR no later than November 14, 2007. Participating states will begin enforcement of the UCR Program beginning November 15, 2007.

To avoid delays it is highly recommended that you register online by logging on to www.ucr.in.gov and follow the step-by-step instructions. Payments can be made online using Visa, MasterCard, or e-Check.

If you have questions regarding UCR, you may contact a participating state using the attached list. UCR information will be updated on our Motor Carrier Services website, www.dmv.ca.gov/mcs/mcs.htm.

Sincerely,

Original signed by Craig Hanson

CRAIG HANSON, Interim Deputy Director
Motor Carrier Division

Attachments

What is my base state for UCR?

- (A) If your principal place of business as completed in Section 1 of the form is AL, AR, CO, CT, GA, IA, ID, IL, IN, KS, KY, LA, MA, ME, MI, MS, MT, ND, NE, NH, NM, NY, OH, OK, RI, SC, SD, TN, TX, UT, VA, WA, WI or, WV, **you must use that state as your base state**. If your principal place of business is not in one of these states, go to (B).
- (B) If your principal place of business is not one of the states listed in (A) above but you have an office or operating facility located in one of the states listed in (A) above, you must use that state as your base state.
- (C) If you cannot select a base state using (A) or (B) above, you must select your base state from (A) above that is nearest to the location of your principal place of business; or
- (D) Select your base state as follows:
 - a. If your principal place of business is in DC, DE, MD, NJ, PA or VT or the Canadian Province of ON NB, NL, NS, PE or QC, you may select one of the following states: CT, MA, ME, NH, NY, RI, VA or WV.
 - b. If your principal place of business is in FL or NC or a state of Mexico, you may select one of the following states: AL, AR, GA, KY, LA, MS, OK, SC, TN or TX.
 - c. If your principal place of business is in MO or MN or the Canadian Province of ON or MB, you may select one of the following states: IA, IL, IN, KS, MI, NE, OH or WI.
 - d. If your principal place of business is in AK, AZ, CA, NV or WY or the Canadian Province of AB, MB, SK or BC or a state of Mexico, you may select one of the following states: CO, ID, MT, ND, NM, OR, SD, UT or WA.

Change of Base State

- If you selected your base state using (C) or (D) above and your principal place of business has moved to a qualified state in (A) or (B) above, you may at the next registration year change your base state to a state listed in (A) or (B).

Section 1. – General Information

- Enter all identifying information for your company. The owner and DBA name should be identical to what is on file for your USDOT number (See <http://safer.fmcsa.dot.gov/CompanySnapshot.aspx>). Enter the principal place of business address that serves as your headquarters and where your operational records are maintained or can be made available.

Section 2. – Classification (Definitions)

- “**Motor carrier**” means a person providing motor vehicle transportation for compensation.
- “**Motor private carrier**” means a person who provides interstate transportation of property or passengers in order to support its primary line of business.
- “**Broker**” means a person, other than a motor carrier, who sells or arranges for transportation by a motor carrier for compensation.
- “**Freight forwarder**” means a person that arranges for truck transportation of cargo belonging to others, utilizing for-hire carriers to provide the actual truck transportation, and also performs or provides for assembling, consolidating, break-bulk and distribution of shipments and assumes responsibility for transportation from place of receipt to destination.
- “**Leasing company**” means a person or company engaged in the business of leasing or renting for compensation motor vehicles they own without drivers to a motor carrier, motor private carrier, or freight forwarder.

Section 3. - Fees Due-Brokers, Freight Forwarders and Leasing Companies

- Brokers, freight forwarders and leasing companies pay the lowest fee tier. If your company is also a motor carrier (whether private or for-hire) you will skip this section of the application.

Section 4. - No. Of Motor Vehicles– Motor Carrier & Motor Private Carrier

- Check the appropriate box indicating where you obtained the vehicle count for the numbers you entered into the table in this section.
- In the table, enter the number of commercial motor vehicles you reported on your last MCS-150 form or the total number of commercial motor vehicles owned and operated for the 12-month period ending June 30 of the year immediately prior to the year for which the UCR registration is made. This table includes owned and leased vehicles (term of lease for more than 30 days). Any vehicle designed to transport more than 8 passengers including the driver and less than 10 passengers including the driver is not defined as a commercial motor vehicles for purpose of payment of fees under this program. None of these vehicles should be counted in column D of the table.
- **Option 1.** You may subtract the number of property carrying vehicle used solely in intrastate commerce that you included in Section 4, Columns A or B. You may not enter on this line the number of passenger carrying vehicles included in Column C that were used solely in intrastate commerce.
- **Option 2.** You may add the number of owned commercial motor vehicles (straight trucks, tractors, trailers, motor coaches, school buses, mini-buses, vans or limousines) that were used only in intrastate commerce if they were not included in Columns A, B or C above. You may also include on this line the number of other self propelled vehicles (not trailers) used in interstate or intrastate commerce to transport passengers or property for compensation that are not defined as a commercial motor vehicle that have a gross vehicle weight rating or gross vehicle weight of 10,000 lbs or less or a passenger capacity of 10 or less, including the driver.
- **Line 3, Total Number of Vehicles.** Add the number of vehicles shown in Column D, subtract any vehicles you reported in Option 1 and add any vehicles you reported under Option 2 and show the total on Line 3. Use this total number of vehicles and go to the fee table in Section 5. Pay the amount due for your total number of vehicles.
- Definition - “**Commercial motor vehicle**” (as defined under 49 USC Section 31101) means a self-propelled or towed vehicle used on the highways in commerce principally to transport passengers or cargo, if the vehicle: (1) Has a gross vehicle weight rating or gross vehicle weight of at least 10,001 pounds, whichever is greater; (2) Is designed to transport more than 10 passengers including the driver; or (3) Is used in transporting material found by the Secretary of Transportation to be hazardous under section 5103 of this title and transported in a quantity requiring placarding under regulations prescribed by the Secretary under section 5103.”

Section 5. – Fee Table for Motor Carrier & Motor Private Carrier

- This table is the approved UCR fees you will pay dependent upon the number of vehicles reported in Section 4. This fee may change from year to year. Contact your base state if you do not have the fee table for the correct registration period.

Section 6. – Fee Due for Motor Carrier & Motor Private Carrier

- Enter the amount due for the total number of vehicles calculated in Section 4.

Section 7. – Certification

- The owner or an individual who has a power of attorney to sign on behalf of the owner or owners must sign this form. This certification indicates that the information is correct under penalty of perjury.

<p>Alabama Public Service Commission Transportation Div. Insurance & Registration Section P.O. Box 304260 Montgomery, AL 36130 (334) 242-5176 FAX (334) 242-2534</p> <p>Connecticut Dept. of Motor Vehicles 60 State St., IRP Unit Room 260 Wethersfield, CT 06161-1010 (860) 263-5281 FAX (860) 263-5582</p> <p>Illinois Commerce Commission Transportation Bureau 527 East Capitol Ave. Springfield, IL 62701 (217) 782-4654 FAX (217) 785-1448</p> <p>Kansas Corporation Commission 1500 SW Arrowhead Road Topeka, KS 66604-4027 (785) 271-3145 FAX (785) 271-3124</p> <p>Maine Bureau of Motor Vehicles Motor Carrier Services - UCR 29 State House Station Augusta, ME 04333-0029 (207) 624-9000 x 52130 FAX (207) 622-5332</p> <p>Mississippi Dept. of Transportation Motor Carrier (66-07) 412 East Woodrow Wilson Jackson, MS 39216 (888) 737-0061 FAX (601) 576-1373</p> <p>New Hampshire Dept. of Safety Road Toll Bureau 33 Hazen Drive Concord, NH 03305 (603) 271-2447 FAX (603) 271-8211</p> <p>North Dakota DOT Motor Vehicle Division 608 East Boulevard Avenue Bismarck, ND 58505-0780 (701) 328-2725, select 2 FAX (701) 328-3500</p> <p>Rhode Island Division of Public Utilities & Carriers 89 Jefferson Blvd. Warwick, RI 02888 (401) 780-2158 FAX (401) 941-9161</p> <p>Tennessee Dept. of Revenue Taxpayer & Vehicle Services Division Motor Carrier Section-UCR 301 Plus Park Blvd. Nashville, TN 37217 (615) 399-4266 FAX (615) 361-8249</p> <p>Virginia Dept. of Motor Vehicles Motor Carrier Services P. O. Box 27412 Richmond, VA 23269-0001 (804) 367-0269 FAX (804) 367-0273</p> <p>Wisconsin Dept. of Transportation Motor Carrier Services P.O. Box 7981 Madison, WI 53707-7981 (608) 261-2574 FAX (608) 266-6689</p>	<p>Arkansas Dept. of Finance & Administration P.O. Box 8091 Little Rock, AR 72203 (501) 682-4653 FAX (501) 682-4615</p> <p>Georgia Dept. of Revenue Motor Vehicle Division Rm. 1098 P.O. Box 161227 Atlanta, GA 30321 (404) 362-6484 FAX (404) 363-7587</p> <p>Indiana Dept. of Revenue Motor Carrier Services 5252 Decatur Blvd., Suite R Indianapolis, IN 46241 (317) 615-7350 FAX (317) 821-2339</p> <p>Kentucky Division of Motor Carriers P.O. Box 2007 Frankfort, KY 40602 (502) 564-4540 FAX (502) 564-4138</p> <p>Massachusetts Dept. of Public Utilities Transportation Oversight Division One South Station Boston, MA 02110 (617) 305-3559 FAX (617) 478-2598</p> <p>Montana Dept. of Transportation P.O. Box 4639 Helena, MT 59604-4639 (406) 444-2998 FAX (406) 444-0800</p> <p>New Mexico Public Regulation Commission/Transportation Division P.O. Box 1269 Sante Fe, NM 87504-1269 (505) 827-4519 FAX (505) 476-0324</p> <p>Ohio Public Utilities Commission 180 East Broad St., 14th Floor Columbus Ohio 43215 (614) 466-3392 FAX (614) 728-9292</p> <p>South Carolina Department of Motor Vehicles Motor Carrier Services P.O. Box 1498 Blythewood, SC 29016 (803) 896-3870 FAX (803) 896-2698</p> <p>Texas Dept. of Transportation Motor Carrier Division PO BOX 12984 Austin, TX 78711-2984 (800) 299-1700 select 2,1,2 FAX (512) 465-3521</p> <p>Washington Utilities & Transportation Commission Licensing Services P.O. Box 47250 Olympia, WA 98504-7250 (360) 664-1222 FAX (360) 586-1181</p>	<p>Colorado Public Utilities Commission 1560 Broadway, Suite 250 Denver, CO 80202 (303) 894-2000 select 4 FAX (303) 894-2071</p> <p>Idaho Transportation Dept. Commercial Vehicle Services - Motor Carrier P.O. Box 7129 Boise, ID 83707-1129 (208) 334-8611 FAX (208) 334-2006</p> <p>Iowa Dept. of Transportation P.O. Box 10382 Des Moines, IA 50306-0382 (515) 237-3224 FAX (515) 237-3354</p> <p>Louisiana Public Service Commission P.O. Box 91154 Baton Rouge, LA 70821-9154 (888) 342-5717 FAX (225) 342-1402</p> <p>Michigan Public Service Commission Motor Carrier 6545 Mercantile Way, Suite 1 Lansing, MI 48911 (517) 241-6030 FAX (517) 241-8219</p> <p>Nebraska Department of Motor Vehicles 301 Centennial Mall South P.O. Box 94729 Lincoln, NE 68509 (888) 622-1222 FAX (402) 471-4024</p> <p>New York State Department of Transportation 50 Wolf Road, POD 53 Colonie, NY 12232 (518) 457-1017 FAX (518) 485-1293</p> <p>Oklahoma Corporation Commission Transportation Division P.O. Box 52000 Oklahoma City, OK 73152-2000 (405) 521-2251 FAX (405) 521-2916</p> <p>South Dakota Dept. of Revenue & Regulation Division of Motor Vehicles-UCR Program 445 East Capitol Ave. Pierre, SD 57501-3185 (605) 773-3314 FAX (605) 773-4117</p> <p>Utah Dept. of Transportation Motor Carrier Division 4501 S., 2700 West, P.O. Box 148240 Salt Lake City, UT 84114-8240 (801) 965-3871 FAX (801) 965-4265</p> <p>West Virginia Public Service Commission Motor Carrier-UCR 201 Brooks Street PO Box 812 Charleston, West Virginia 25323 (304) 340-0427 FAX (304) 340-0394</p>
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